

CITY OF MILFORD
REGULAR MEETING
FEBRUARY 7, 2017
MINUTES

A regular meeting of the Mayor and Council of the City of Milford, Nebraska was held at the Webermeier Library Building in said City on the 7th day of February 2017 at 7:30 pm. Present were: Mayor Nick Glanzer; Council members: Jeff Baker, Scott Bashore, Patrick Kelley, Dan Kral; Attorney Krista Carlson; Chief of Police Forrest Siebken; Maintenance Supt. Gary TeSelle; Library Director George Matzen and City Clerk Jeanne Hoggins. Also present: Jeremy Dinges, Carmen Standley with Marvin Jewell & Co., Chrissy Matzen, John Melena, Brad Freeman, Wayne Stohlman, Tony DeLong, Dean Bruha and Emily Hemphill with the press.

Notice of the meeting was given in advance thereof by publishing in the Milford Times; a designated method for giving notice, as shown by the Affidavit of Publication attached to these minutes. Notice of the meeting was given to the Mayor and all members of the Council and a copy of their acknowledgement of receipt of notice and the agenda is attached to these minutes. Availability of the agenda was communicated in the advance notice and in the notice to the Mayor and Council of this meeting. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public.

CALL TO ORDER: Mayor Nick Glanzer called the meeting to order at 7:30 pm. and publicly stated to all in attendance that a current copy of the Nebraska Open Meetings Act is available for review and is posted on the west wall of the Webermeier Library Meeting Room.

MINUTES: A motion was made by Baker and seconded by Kral to approve the minutes of the January 11, 2017 meeting. Roll call vote: Baker yes, Kral yes, Bashore yes, Kelley yes. Motion carried.

A motion was made by Bashore and seconded by Kelley to approve the minutes of the January 19, 2017 meeting. Roll call vote: Bashore yes, Kelley yes, Baker yes, Kral yes. Motion carried.

PAYMENT OF BILLS: A motion was made by Kelley and seconded by Kral that the following accounts payable bills in the amount of \$95,390.09; payroll in the amount of \$28,564.38; totaling \$123,954.47 approved by the Auditing Committee be approved for payment. Roll call vote: Kelley yes, Kral yes, Baker yes, Bashore yes. Motion carried.

SALARIES:

62366	Forrest Siebken	1419.33
62367	Kendall Hoggins	1096.42

62368	Mavis L. Ferris	87.27
62369	Jeanne Hoggins	1387.82
62370	Gary L. TeSelle	982.62
62371	Robert L. Hull	897.55
62372	George Matzen	787.73
62373	Benjamin Rediger	1028.65
62374	Craig A. Corder	36.94
62375	Erica L. Pallas	842.18
62376	Scott McNeil	888.21
62377	Sarah M. Long	404.03
62378	Craig Carritt	18.70
62379	Brenda Kalnins	424.09
62380	Jason Brownell	379.66
62381	Jon Wiedemeyer	314.15
62382	Lewis D. Barker	1099.68
62383	Travis Fougeron	841.70
62384	Corrina Bashore	157.92
62385	Kyhana Barnes	74.81
62386	Sandra L. Shaw	490.95
62401	Jeffrey Baker	138.52
62402	Dan V. Kral	138.52
62403	Scott Bashore	138.52
62404	Patrick Kelley	138.52
62405	Nicholas Glanzer	184.70
62411	Forrest Siebken	1419.33
62412	Kendall Hoggins	1155.82
62413	Mavis L. Ferris	103.89
62414	Jeanne Hoggins	1386.76
62415	Gary L. TeSelle	982.62
62416	Robert L. Hull	882.05
62417	George Matzen	787.73
62418	Benjamin Rediger	993.47
62419	Craig A. Corder	73.88
62420	Erica L. Pallas	894.21
62421	Scott McNeil	897.78
62422	Sarah M. Long	390.17
62423	Craig Carritt	18.70
62424	Shannon Stone	329.98
62425	Brenda Kalnins	455.23
62426	Jason Brownell	363.81
62427	Lewis D. Barker	1099.68

62428	Travis Fougeron	916.59
62429	Corrina Bashore	141.29
62430	Kyhana Barnes	133.97
62431	Sandra L. Shaw	738.23

GENERAL FUND:

62317	CENTRAL MANAGEMENT GROUP	REMAINING BALANCE FOR SR.REMOD	34074.27
62318	ADVANCED GRAPHIX INC	2017 STICKERS FOR GOLF ATV/UTV	98.00
62319	AMERICAN LEGAL PUBLISHING CORP	CODE PROGRAM SUB- MODEL ORDINA	650.00
62320	ARAMARK	PANTS & RAGS	269.18
62321	AT&T	LIBRARY LONG DISTANCE	10.24
62322	BLACK HILLS ENERGY	UTILITES FOR DECEMBER	1181.52
62323	CANON FINANCIAL SERVICES	CONTRACT CHARGE	254.00
62324	CANON SOLUTIONS AMERICA	MAINT BASE & COPIES	133.88
62325	CARLSON WEST POVONDRA	ARCHITECTURAL SERVIES 12/29/16	5093.97
62326	EAKES OFFICE SOLUTIONS	RCPTS, STAMP, TONER	504.23
62327	ERICA PALLAS	MILEAGE TO PLAY IT AGAIN SPORT	32.40
62328	FARMERS COOPERATIVE	SERVICE,BATTERIES,TOWELS,BOLTS	1499.71
62329	G & P DEVELOPMENT LANDFILL	BASEMENT WASTE-SW BACK UP	15.96
62330	HUMANITIES NEBRASKA	BIRTHDAY SPEAKERS	200.00
62331	IACP	ANNUAL MEMBERSHIP	150.00
62332	JOHN DEERE FINANCIAL	CHAIN SAW REPAIRS	2.23
62333	JR WELDING	2000 DUMP SANDER	71.69
62334	LAYNE CHRISTENSEN CO	WELL MAINTENANCE	1303.01
62335	MATHESON TRI-GAS,INC	O2 & AIR BOTTLE RENTAL	119.04
62336	MENARDS-LINCOLN NORTH	SHELVING	285.51
62337	MID AMERICA RECYCLING	RECYCLING FEES-DECEMBER	58.00
62338	MIDWEST AUTO PARTS	PLOW TRUCK REPAIRS	281.35
62339	MILFORD A/C & APPLIANCE, INC.	FURNACE MAINTENANCE	99.24
62340	MILFORD VALU RITE PHARMACY	RAZORS	6.39
62341	NE RURAL WATER ASSOCIATION	MEMBERSHIP	225.00
62342	NEBRASKA PUBLIC POWER DISTRICT	UTILITIES FOR DECEMBER	6480.10
62343	ONE CALL CONCEPTS	ONE CALLS-LOCATES	12.90
62344	REDIGER AUTOMOTIVE	OIL CHANGE UNIT #3	62.96
62345	RR DONNELLEY	GUN APP PERMITS	89.65
62346	SACK LUMBER COMPANY	SHOP WORK HANGERS	15.87
62347	SAM'S CLUB	PAPER TOWELS, LYSOL, FABREEZE	77.02
62348	SAM'S CLUB	MEMBERSHIP RENEWAL- JEANNE	90.00
62349	SANDRA SHAW	FOOD	79.59
62350	SERVICE MASTER OF LANC. CO.	SEWER BACK UP CLEAN UP	1760.91
62351	SEWARD COUNTY CHAMBER &	2017 ANNUAL MTG EXTRAVAGANZA	185.00
62352	SEWARD COUNTY INDEPENDENT	LEGALS, MINUTES, NOTICES	251.54
62353	SEWARD LUMBER	STATION LIGHTS	96.64
62354	SHELL FLEET PLUS	FUEL	184.79
62355	THE POLICE AND SHERIFFS PRESS	UNIFORMED ID FOR 43,44,45	47.49

62356	UNION BANK & TRUST COMPANY	4TH QUARTER HSA FEES	42.00
62357	URIBE REFUSE SERVICES, IN	TRASH SERVICE	100.00
62358	VERIZON WIRELESS	CELL PHONES	99.08
62359	VERIZON WIRELESS	JET PACKS	50.08
62360	VERIZON WIRELESS-P	BUILDING ISNP. CELL	114.62
62361	WASTE CONNECTIONS OF NEBRASKA	TRASH PICK-UP	124.02
62362	WINDSTREAM NEBRASKA INC	TELEPHONE/ INET SERVICE	640.71
62363	WOLFE, SNOWDEN,HURD,LUERS, &	LEGAL SEVICES FOR DEC. 2016	1227.00
62364	WRECKONCILED	LOCK REPAIR TAILGATE UNIT #1	151.30
62365	ZOLL MEDICAL CORPORATION	RECERTIFICATION	285.00
62387	RETIREMENT PLANS DIVISION	PENSION-133011	2030.89
62388	KANSAS PAYMENT CENTER	CHILD SUPPORT	177.23
62389	UNION BANK	HSA	1004.00
62390	AFLAC	SUPPLEMENTAL COVERAGE	342.61
62391	BLACK HILLS ENERGY	DECEMBER UTILITIES	198.56
62392	DEARBORN NATIONAL LIFE INS CO	LIFE INSURANCE	123.84
62393	FEDERATED HEALTH INSURANCE	HEALTH,DENTAL,LIFE FEB 2017	9395.14
62394	CLERK SCHOOL	JEANNE & ERICA CLERK SCHOOL	616.00
62395	RECYCLELINK	RECYCLING NOV-FEB	36.00
62396	SAM'S CLUB	COFFEE MAKER,DEHUMIDIFIER,CART	862.80
62397	SHELL FLEET PLUS	FUEL EXPENSE	14.53
62398	URIBE REFUSE SERVICES, IN	TRASH SERVICES	39.00
62399	VERIZON WIRELESS	WELL CONTROL MONITOR	40.01
62400	ZITO MEDIA	H.D. T.V.	2.60
62406	ASHLEY CHAPMAN	UB Deposit Refund	75.00
62407	BROCK MALOY	UB Deposit Refund	70.82
62408	RODNEY PRINCE	UB Deposit Refund	75.00
62409	TERESA WINTER	UB Deposit Refund	49.38
62410	U.S.POSTMASTER	UTILITY BILLING POSTAGE	210.57
62432	RETIREMENT PLANS DIVISION	PENSION-133011	2030.89
62433	KANSAS PAYMENT CENTER	CHILD SUPPORT	177.23
62434	UNION BANK	HSA	1007.50
62435	AMERICAN WATER WORKS ASSOC.	MEMBERSHIP	187.00
62436	BAKER & TAYLOR	BOOKS	367.78
62437	CARD SERVICE CENTER	BALL EQUIPMENT/LAMINATOR	2457.99
62438	CARD SERVICE CENTER-JM	NEMSA CONFERENCE	165.00
62439	CASH-WA DISTRIBUTING	POTATOES	24.64
62440	PETTY CASH	POSTAGE	29.30
62441	COAST TO COAST COMPUTER PROD.	TONE CARTRIDGES	337.50
62442	CULLIGAN WATER CONDITIONING	B/W, COOLER RENT	44.90
62443	DEMPSTERS, LLC	GAS SPRING FOR RECYCLE TRAILER	93.97
62444	EMERGENCY MEDICAL PRODUCTS,INC	SUPPLIES	543.89
62445	ERICA PALLAS	MILEAGE TO DENTON-BRL MEETING	21.06
62446	FELD FIRE	HOSE,REPAIR,3'GASKET,EXP,RING	40.00

62447	HAWKINS INC.	TREATMENT CHEMICALS	672.20
62448	INGRAM LIBRARY SERVICES	BOOKS	206.34
62449	JEO CONSULTING GROUP, INC.	SEWER GIS MAPPING	4345.00
62450	JR WELDING	SHOP GRATE	125.86
62451	LEAGUE OF NE MUNICIPALITIES	SEWER TRAINING BEN	40.00
62452	MENARDS-LINCOLN NORTH	WINDOW REPAIR SHOP	24.94
62453	MILFORD SCHOOL DIST. #5	PARKING FINES	65.00
62454	MUNICIPAL SUPPLY, INC. OF OMAHA	METER GASKETS	26.68
62455	NE PLANNING & ZONING ASSOC.	P&Z CONFERENCE-KENDALL	190.00
62456	NEBRASKA PUBLIC HEALTH	4-WATER TESTS	60.00
62457	NEBRASKA PUBLIC POWER DISTRICT	UTILITES JAN 2017	2104.03
62458	OFFICE DEPOT BUSINESS ACCOUNT	REPLACEMENT BATTERY BACKUP	117.57
62459	CARD SERVICES	LIGHT BULBS	25.26
62460	PAC-N-SAVE MILFORD	GROCERIES	16.90
62461	PIZZA KITCHEN	MEALS	257.50
62462	SACK LUMBER COMPANY	BARACADE LUMBER	249.93
62463	SANDRA SHAW	CRAFT SUPLIES & MILEAGE	98.32
62464	SEWARD CO PUBLIC POWER DIST.	WELLS 1 & 2	305.25
62465	SUNRISE COUNTRY MANOR	122 MEALS FOR DECEMBER	640.50
62466	TCA OUTDOOR POWER	GEN. AIR FILTER	17.49
62467	GARY TESELLE	GARY TESELLE ACCT#5562939	400.00
62468	UPSTART	SRP PRIZES	494.23
62469	WALMART COMMUNITY BRC	FOOD	235.57
62470	WATER ENVIRONMENT FEDERATION	MEMBERSHIP DUES	191.00
62471	WINDSTREAM NEBRASKA INC	PHONE/INET	576.83
62472	ZITO MEDIA	H.D.T.V.	5.09
2085003	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	4451.03
2085004	NE DEPT OF REVENUE	STATE TAX	549.32
2085005	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	122.44
2085006	IRS-FEDERAL WITHHOLDINGS	FED/FICA TAX	4608.47
2085007	NE DEPT OF REVENUE	STATE TAX	569.86

REPORTS OF OFFICERS, BOARDS AND COMMITTEES: Written reports received: Library Board minutes from January 26, 2017 and Library report; Recreation Board minutes from January 18, 2017; Milford Housing Authority minutes from December 8, 2016; Milford Aging Services Commission minutes for January 24, 3107; Website overview for January 2017; Building Inspector report for January 2017; Police Activity Report for January 2017. Kelley – Pool Board will meet March 2 to conduct interviews. Skills & Drills basketball camp went very well. Recreation Board met to discuss summer baseball & softball. Bashore – no correspondence on new well, he has the 2016 pump maintenance test results. Baker – Webermeier Scholarship committee is fully staffed, new applications are due by March 10th and interviews are scheduled for March 20th. LB840 meeting was held

on January 31 regarding fiber optics to the downtown business district. A follow-up meeting will be held next week. Kral attended a NPPD stakeholders meeting and discussion was held regarding replacing all MP1 with LED lighting in the next couple years. January rescue calls totaled 22; 21 in Milford and 1 in Pleasant Dale. TeSelle reported less snow this year than the last couple years but with the increase in ice he has had to order more ice melt than normal. JEO will be out to survey for the new well project. Verizon is showing interest in placing antennas on the water tower to increase cell reception. Two water leaks have been repaired; the one on F Street by the High School was the worst. Marking for Phase I of the GIS mapping is complete and they started marking for Phase II this week. Gary has taken numerous calls regarding the discolored water. It is due to the phosphate treatment and residents should open up a faucet to flush the system. Chief Siebken – E911 center is up and running but are experiencing some glitches. The CORE system with the State is in place providing digital communications. Hoggins – Bid notice to resurface Welch Park Rd has been published and bid opening will take place February 24, 2017 at 10:00 am. Consideration to award will be placed on the March 7th agenda. BNSF Vegetation Control Officer Dennis Mirabal has agreed to meet with Hoggins and members of the MHA group to discuss beautification of the RR embankment. Numerous complaints have been received regarding the service of Zito Media. We are now accepting water and sewer payments online thru our website.

COMMUNICATIONS: *Sales tax received for the month of November 2016 in the amount of \$13,204.12. *Payment from NDOR in the amount of \$8,800.09 for closure of the Walnut RR Crossing. *Thank you from Chamber of Commerce President Katie Wergin for family pool pass donation during Souper Saturday. *Thank you from Tiffany Bernasek regarding renewal of Webermeier Scholarship.

PUBLIC HEARING: One & Six Year Plan: Mayor Glanzer opened the Public Hearing at 7:45 pm and referenced the revised material Troy Johnston with JEO provided regarding the One & Six Year Plan adding the Trail Plan. Due to funding from the NDOR the Trail Plan must be included in our One & Six Year Plan. With no further comments Mayor Glanzer closed the Public Hearing at 7:46 pm.

NEW BUSINESS:

Introduction and Adoption of Resolution – One & Six Year Plan:

Council member Baker introduced the following resolution seconded by Kral:

RESOLUTION NO. 549

The following resolution was introduced by Baker, who moved its adoption, seconded by Kral,

“WHEREAS, the City Street Superintendent has prepared and presented a One Year and Six year Plan for Street Improvement Program for the City of Milford, Nebraska, and

WHEREAS, a public meeting was held on the 7th day of February, 2017, to present this plan and there were no objections to said plan;

THEREFORE, BE IT RESOLVED BY THE Mayor and City Council of Milford, Nebraska, that the plans and data as furnished are hereby in all things accepted and adopted.”

Upon roll call vote as follows: Baker yes, Kral yes, Bashore yes, Kelley yes. Motion carried.

Attest: _____

City Clerk

Mayor

(SEAL)

Appointments/Re-appointment: A motion was made by Kral and seconded by Bashore to approve the Mayor’s recommendation to re-appoint Kari Jakub to the Pool Board for a 3 year term starting 2/1/17 thru 2/1/20.

Roll call vote: Kral yes, Bashore yes, Baker yes, Kelley yes. Motion carried.

A motion was made by Baker and seconded by Kral to approve the Mayor’s recommendation to appoint Marilu Fichtner to the Webermeier Scholarship Committee starting 2/7/17. Roll call vote: Baker yes, Kral yes, Bashore yes, Kelley yes. Motion carried. A motion was made by Kral and seconded by Kelley to approve the Mayor’s recommendation to appoint Sheila Eberspacher to the Webermeier Scholarship Committee starting 2/7/17. Roll call vote: Kral yes, Kelley yes, Baker yes, Bashore yes. Motion carried.

Award bid for 2017 Class A Pumper: 1st Asst. Fire Chief Jeremy Dinges reported that 2 bids were received, one from Heiman and one from Toyne.

The department met and performed a decision analysis and based off of price and safety decided to go with the Toyne truck. The bid on the Toyne truck came in at \$286,189.34 with a discount of \$1873.00 if the chassis is paid for up front. Kral noted additional expense to purchase hoses. With safety being #1 Kral made a motion to purchase the Toyne truck seconded by Bashore. Discussion: Baker questioned where the financing is coming from. Dinges reported: 1/3 from the Fire Dept. sinking fund, totaling \$100,000.00; 1/3 from Rural Fire District, totaling \$100,000.00 and 1/3 from a Seward County Bond in the amount of \$100,000.00. This purchase will

set up the MVFD equipment for the next 15 to 20 years. They should not need any new equipment for a while. With no further questions, Roll call vote: Kral yes, Bashore yes, Baker yes, Kelley yes. Motion carried.

Audit Report: Carmen Standley with Marvin Jewell & Co. reviewed the findings of the 2015-2016 audit. The letters and financial statements are a culmination of everything they did. She informed the Council of their responsibilities in reporting to the State as well as the Council's responsibility in administrative management. During the audit they became aware of matters creating an opportunity to strengthen internal control and operating efficiency. Some of these matters include: staff too small to provide optimum segregation of duties; general ledger history reports lacking a display of transactions within a specific period; lack of reports printed after significant adjustments were made; itemized receipts not submitted for the purpose of tracking expenditures; amount of check mistyped in minutes therefore totals were incorrect; correction to Form 941N reflecting the pre-tax items; cash receipts due from Library monthly; sensitive data or components of personnel files must be kept on City premises. Carmen reviewed the modified cash basis of the different funds and noted the financial statements present fairly and the City is financially healthy. All is well!

Introduction and Adoption of Ordinance – No Parking along Welch Park Road: Due to incorrect wording on the agenda this will be placed on the March meeting agenda as a resolution. Discussion was held regarding the shortage of parking during tournaments and if we take away parking on Welch Park Rd. we need to offer it somewhere else. Parking allowed on First Street was suggested, parking at the High School or on the south side of the Elementary were also options. The biggest concern with parking on Welch Park Rd is the foot traffic back and forth between the Elementary School and the ballfields and children suddenly appearing from between cars. It is dangerous! This item will be revisited at the March meeting.

ADJOURNMENT: A motion was made by Kral and seconded by Bashore to adjourn the meeting. Roll call vote: Kral yes, Bashore yes, Baker yes, Kelley yes. Motion carried and meeting adjourned at 8:47 pm.

Jeanne Hoggins, City Clerk

Nick Glanzer, Mayor

CERTIFICATION

I, the undersigned, City Clerk of the City of Milford, Nebraska, hereby certify that the foregoing is a true and correct copy of proceedings had and

done by the Mayor and Council on February 7, 2017 that all of the subjects included in the foregoing proceedings were contained in the agenda for the meeting, kept continually current and readily available for public inspection at the office of the City Clerk; that such subjects were contained in said agenda for at least twenty-four hours prior to said meeting; that at least one copy of all reproducible material discussed at the meeting was available at the meeting for examination and copying by members of the public; that the said minutes from which the foregoing proceedings have been extracted were in written form and available for public inspection within ten working days and prior to the next convened meeting of said body; that all news media requesting notification concerning meetings of said body were provided advance notification of the time and place of said meeting and the subjects to be discussed at said meeting.

(SEAL)

Jeanne Hoggins, City Clerk